



King County

Employee Giving Program

Giving Works!

PRESENTATION REQUEST FORM

DATE REQUEST SUBMITTED: _____

CONTACT PERSON: _____ PHONE: _____

PRESENTATION DETAILS

DATE: _____ START TIME: _____

The campaign is from Oct 2 – Nov 30, 2006. Presentations are available Sept 18 – Nov 30, 2006.

LENGTH OF PRESENTATION: _____ AUDIENCE SIZE: _____

Please ensure a minimum of 10 minutes.

DEPARTMENT: _____ DIVISION: _____

LOCATION: _____ DAY-OF PHONE: _____

PRESENTATION TYPE

☐ SPECIAL MEETING FOR CAMPAIGN

☐ SPECIAL FUNDRAISER FOR CAMPAIGN

☐ REGULAR OFFICE MEETING

☐ OTHER: _____

☐ SHIFT CHANGE MEETING

AUDIO/VISUAL RESOURCES AVAILABLE AT SITE

☐ TV

☐ LCD PROJECTOR

☐ FLIP CHART

☐ DVD PLAYER

☐ OVERHEAD

PROJECTOR

☐ VHS PLAYER

DIRECTIONS/PARKING INFORMATION: _____

COMMENTS: _____

The Employee Giving Program charitable campaign presentations include an employee campaign representative and speakers from participating nonprofit organizations. Presentation content will be tailored to the audience size and type collaboratively with the presentation contact person.

Complete and return via email, fax, or interoffice mail to:

Mary Dziewczynski

King County Employee Giving Program

EXC-ES-720

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Tel 206.263.6635

Fax 206.684.1400

Employee Giving Program use only

Executive: _____ Coordinator: _____

Nonprofits: _____

Confirmation date: _____